

# PHYC 2AL Clean-up Procedure

## Students

1. Leave the lab equipment on the table as you found it when you came in. This includes (as applicable)
  - removing caliper jaws from the meter sticks.
  - putting the micrometer/vernier calipers back in the box.
  - putting slotted masses back into the weight sets (**in order:** one 500 g, two 200 g, one 100 g, one 50 g, two 20 g, one 10 g, and one 5 g)
  - putting the glider cart(s) back on the air track and putting the bumpers and flags back on the glider cart(s).
  - turning off electronic timers, air tracks, the electromagnet (Gravitational Acceleration), and the electric hot plate (Thermal expansion). The electric hot plate should also be unplugged.
  - putting away any reusable materials and/or equipment taken from the front of the room, including carbon paper, cylinders, rocks, gloves, and thermal expansion rods.
  - cleaning up and discarding all string and tape used during the lab.
  - emptying water from flasks, beakers, graduated cylinders, overflow cans, and U-tubes.
2. Put stools back under the lab table (three per station).
3. Close and lock all windows.
4. Clean up any trash.
5. Inform your instructor of any broken equipment.

## Instructors

1. Double-check students clean-up.
2. Erase the chalk board.
3. Put away the digital balance.
4. Bring broken equipment to the lab bench in S-114 and place by the sink with a detailed note explaining where it is from and what is wrong.
5. Never put away broken equipment or leave it out on the lab tables.